



CITY OF SAN BRUNO

Community Services Department

MEETING MINUTES

Senior Citizens Advisory Board August 15, 2017

1. **Call to Order/Roll Call:** Chair Goff called the meeting of the Senior Citizens Advisory Board to order at 9:01 a.m. Board Members Present: Chair Goff, Vice Chair Green, Carmichael, Hayes, Luzaich, and Tracey and Treasurer Hornung. Staff Present: Brewer and Tessier.
2. **PLEDGE OF ALLEGIANCE:** Chair Goff led the Pledge of Allegiance.
3. **REVIEW OF AGENDA:** No changes.
4. **APPROVAL OF MINUTES: MSC Luzaich/Carmichael** to approve the minutes of the July 18, 2017 meeting. Approved unanimously.
5. **CONSENT CALENDAR:** None.
6. **PUBLIC COMMENT:** None.
7. **CONDUCT OF BUSINESS:**
 - a. Treasurer's Report – July 2017 Treasurer's Report filed for audit.
 - b. Receive and File Monthly Information and Referral, Class Attendance, Nutrition Site Reports and Senior Center Historical Front Desk Sign In Data – Monthly Information and Referral Report and Nutrition Site Report were distributed and reviewed, received, and filed for July 2017.
 - c. Receive and File Minutes of Program Committee and Events Committee – Supervisor Tessier informed the Board that September is fall prevention month and has scheduled a "Step Up" class that talks about this topic for September 22, 2017.
8. **UNFINISHED BUSINESS:**
 - a. Update on Senior Center Construction – Superintendent Brewer said that the first part of the demolition should be complete by the end of the week. There is no current date for the reconstruction to begin but once it does, staff anticipates that it will take two months.
 - b. Update on the Bocce Ball Court Replacement – Superintendent Brewer reminded the Board that the budget for the bocce ball court replacement was in the current fiscal year budget and they were expecting work to start in October.

9. **ITEMS FROM MEMBERS AND SUBCOMMITTEE REPORTS:** Board Member Hayes asked about the replacement of the deck and when that would take place. Superintendent Brewer replied that the deck project will begin after the reconstruction of the Senior Center. Board Member Hayes asked if both projects can run concurrent and Superintendent Brewer replied that she would ask Public Works staff if that's possible and update the Board at their next meeting. Board Member Carmichael asked if the City will be making a donation to St. Robert's Church for the use of their facility to continue running the Senior Center Lunch Program. Superintendent Brewer replied that staff was working with St. Robert's Church on some type of reimbursement and that it would not be paid from the Senior Advisory Board Fund.
10. **ITEMS FROM STAFF:** Superintendent Brewer updated the Board on the transfer of the lunch program from St. Robert's Church to the Veterans Memorial building. She also updated the Board on the locations for some of the classes during the time of the reconstruction of the Senior Center. Superintendent Brewer told the Board that the Senior Center Coordinator position would be opening by the end of the week, and there would be an interim staff member temporarily filling that position.
11. **ADJOURNMENT:** Chair Goff adjourned the meeting at 9:39 a.m.

Respectfully Submitted,
Ludmer Aker
Executive Assistant
City of San Bruno